App. F. IX-4

Previous References
Pts 128-38(1-4)
N.I 83-37(1-5)

1939.
(Pts)

File No. 114-39
Serial Nos. 1-4

Later References.
NDS 142-41-142

PRESERVED

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. Four

(30)

Part B for Nov 40

SUBJECT.

Results of Stock taking of papers and articles in Stationery Stores as on 2.1.1940.

To The Supt. Govt Printing
The Comptroller.

WD 0573—GPB—22,500—12-9-39

No. AF 2571-42 Dy 8-11-40.

Sanction to take the excess amounting to Rs 5177-3-0 to Stock and write off the deficiencies of the value of Rs 4186-10-8.

H Khan
12.12.40

Stock taking of the Stationery Stores.

5151

Serial No.	
1	From the Supdt: of Stationery No. S 4172 dt 20.6.1940. Submits a statement showing the results of stock taking in the Stationery Stores on 2-1-1940. 1 The result of stock taking has been a net excess of Rs 990-8-4 as per the statement subm: by the Supdt. 2 The result of stock taking during the last year was an excess of Rs 1558-1-2 and a deficiency of Rs 1454-5-6, the net excess being Rs 103-12-8. 3 The Supdt refers to the stock taking as on 2nd January 1938 resulting in a net deficiency of Rs ~~378-3-6~~ 251-1-3 and states that the excess of Rs 990-8-4 has compensated the deficiency, but ignores the net excess of Rs 103-11-8 during the last year. 4 The results of stock taking for the last three years commencing from January 1938 are as follows:-

	Excess.	Deficiency.	Dif.
January 1938.	1568-1-9.	~~1946-4-3~~ 1316-15-6	~~378-3-6~~ 251-1-3
January 1939.	1558-1-2.	1454-4-6	103-12-8
January 1940.	5177-3-0.	4186-10-8	990-8-4

Hence the total difference (excess) for the last three years is Rs ~~1472-8-6~~ 1345-6-3.

5 In this office letter No. S 2195 dt 6.9.38 the Supdt was informed that the officer in charge should check in future a

P.S 83-27-5

NOTE—Contn. Sheet

2 Stock taking of the Stationary Store during 1940.

P.S File No. 114 of 1939. | General and Revenue Secretariat

Serial No.

few important items every month as the initial extensive transfer detection and rectification of some at least of the mistakes. and he was, in this office letter no. S 1245/ P.S 128-38.2 dt 6.6.35 asked whether the instructions were carried out and in his letter dt 13.6.35 he stated that the checking of some important items had been commenced during that year and the differences were being reconciled, But during the present year there does not seem to be any improvement.

The Subdl. reports that this is due to the Store Keeper's post being vacant for the most part of the Calendar year 1939 and ~~the appointment of the permanent~~ filled up only ~~Store keeper~~ on Nov. 1939.

Subdl. to orders -

12/7

The difference in value of item is (Excess) Rs 2878-12-11 V - (Deficiency) Rs. 4275-0-1. As the Supt. says the instructions are now being carried on systematically & that such large differences will not occur in future, sanction may be allowed to the excesses being taken to Stock & the deficiencies written off.

Clerk 6/7

Dept Key

Please draw his attention to his letter dt 13.6.39 (F) & enquire whether he proposes to check regularly.

BEOY. DEV. DEPT. 19 JUL 19.. GOVT OF MYS.

G.

Stock Taking of the Stationery Store.
5751)

3

General and Revenue Secretariat — P+S — File No. 114 — of 1939 — [App. F. III-2

Serial No.	
	has been carried out & if not, why not.
	Cr 31/7
	Subst. with a reqst for a/sc.
	Supt. Hlb 31.7.40 1/8 — Instr. log W. 1/8
2	Do ——— Dy Supdt of Govt Stationery No A.3.812 dt 3.8.1940 enquiries whether as promised the check has been carried out regularly & if not, why not
	Letter No. 487 dated 2-9-1940 from the Supdt. Govt Stationery Depot furnishing the informn called for above.
	(a) The Supt. states that due to inadequacy of staff in the Dy. Depot, the accounts were in arrears and it was not possible to conduct the monthly checking regularly before the accounts were brought up to date. He adds that the accounts have been brought upto date and test-checking has been conducted this month & the differences set right.
	(b) He promises that test-checking would be done regularly in future and the differences minimised in view of definite arrangements having been made to arrive at balances every month, and requests sanction for adjusting the differences noticed during the last annual Stock taking ie

Secn 7/8

2 AUG 1940 SECT.

GEN. & REV. SECTT. 2 AUG 1940 FOREST BRANCH.

NOTE—Contn. Sheet.

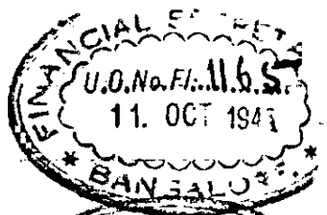
Stock taking of the Stg Stores

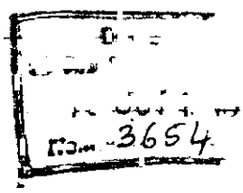
GM

P48 File No. 114 of 1939.

General and Revenue Secretariat.

Serial No.





ad. on 2nd January 940.

13 Subd for adex. Ref. fma & above

Dr. 28-9-40.

Dist Key)

14. May be approved

Ce 10/x

2nd. Lieut. Lieut.) 15 AD 11.10.40

Ce 14/+

16. 17.10

Ce 18/+

17 Draft is put up for approval.

Dr. 31.10.40. 1/11/40

18 Ame

1/11

To ... the Supdt Govt Printing

... the Comptroller

No. H 3-2571-2 dt 8.11.40

... Records the above communication ...

B

Dr

7/11

No. K S. 4172
Statement

DEVY. DEV. DEPT. 24 JUN 1940 GOVT OF MYSORE

OFFICE OF THE SUPERINTENDENT,
GOVERNMENT Sty. PRESS IN MYSORE,
Bangalore, dated....20th..June.....194 0.

FROM

B. KRISHNASWAMY CHETTY, ESQ., B.E., A.R.P.S., M.A.S.M.E.,
SUPERINTENDENT, GOVERNMENT XXXXXXX Sty.
BANGALORE.

PD 9 128-38

To

CHARLES E. NORONHA, Esq., M.A.,
Secretary to Government,
Development Department,
BANGALORE.

GEN. & REV. SECTT. 25 JUNE 1940 AGRL. & FOREST BRANCH.

Para S 11h-39-1

SIR,

I have the honour to forward herewith a Statement showing the results of Stock-taking of papers and articles in the Stationery Stores as on 2nd January 1940, resulting in an excess valued at Rs.990-8-4, and request that sanction may be kindly accorded to take to stock the excesses and to write off the deficiencies.

In this connection I wish to state that the results of Stock-taking of articles as on 2nd January 1938 resulted in a net deficiency of Rs.378-3-6 and the excesses now found have compensated the deficiency already reported. Also, such a large excess is due to a large number of transactions in respect of 275 items nearly, and want of adequate staff to carry out the transactions. The post of Store-keeper was vacant for the most part of the Calendar year 1939 and a permanent Store-keeper was appointed only in November 1939. The transactions are being carried on systematically and it is anticipated that such a large difference as found now will not occur in future. Also, a few important items of papers and Stationery articles are being checked by the officer in charge of the Stationery Depot as directed in Government Order No. 2199/P. & S. 83-37-5 dated 6/9/1938, and mistakes which account for the large differences between book balances and actual stock are being rectified. I request therefore that sanction of Government may be

This ought to be Rs 251-1-3 as per Contra admitted in his letter dt 2.7.38 flag A.

P.T.O.

be kept accorded for taking the excesses to stock and writing off the deficiencies as per statement enclosed.

I have the honour to be,

Sir,

Your most obedient servant,

21/6/40

SUPERINTENDENT.

Statement Showing Excess & Deficiency in Examining the Stock of Stationery articles as on 2nd January 1940.

7	8	9	10	11	12	13
Book balance.	Actual Balance on 2nd January 1940	Excess	Cost -	Deficiency	Cost	Remarks.

Serial No.

Name of papers
and
Stationery articles

Actual Balance last
adjusted as per G. O. no. G.
G. 13077-8/1/15. 128-78-4
dt 23. 6. 1939

Quantity of articles received from
January 1939 to the end of
December 1939.

Total of Columns 3 8 4

Issues from January 1939
to end of December 1939.

1.	Imitation Hand made f'Cap	0-2-14	10-0-0	10-2-14	3-2-22
2	Tub size Sl foolscap 28 lbs.	69-7-0		69-7-0	71-16-14
3	Creamlaid f'Cap ruled	26-6-18	3-0-0	29-6-18	31-3-1
4	White Cartridge Royal 40 lbs.	21-9-16	93-0-0	114-9-16	21-17-5
5	— do — Sl Crown 60 lb	29-5-4	27-0-0	56-5-4	33-0+17
6	Art paper Sl. Crown	27-7-7	149-0-0	176-7-7	99-13-8
7	— do — Royal	14-2-10	17-0-0	31-2-10	22-9-1
8	— do — Medium	45-10-0	97-0-0	142-10-0	53-1-11
9	Imitation Art paper Sl Demy	10-0-0	10-0-0	20-0-0	6-15-3
10	Art Cover paper Royal	21-15-9	15-0-0	36-15-9	6-6-0
11	— do — Demy	30-8-17	65-0-0	95-8-17	62-13-15
12	— do — Sl Crown	25-17-16	25-17-16	30-0-0	55-17-16
13	Feather weight paper	23-13-9	2-0-0	25-13-9	6-4-0
14	Imperator parchment Quarto post	7-19-24	—	7-19-24	—
15	— " — Envelopes	1,100	—	1,100	—
16	Carrara Note paper	46-5-16	—	46-5-16	32-5-14
17	— " — Envelopes	42,962	—	42,962	11,785
18	Baskerville Vellum Note paper	29-18-19	0-8-0	30-6-19	15-3-11
19	— do — Envelopes	12,000	—	12,000	11,000
20	Creamlaid Quarto post 6 lb	7-19-3	—	7-19-3	0-2-12
21	Aroka Blotting paper	4-4-14	11-0-0	15-4-14	5-12-0
22	Blotting paper 38 lb.	242-5-3	38-15-5	281-0-8	221-13-23
23	I Quality Memorandum	50-12-13	—	50-12-13	48-10-1
24	— " — note paper	175-10-0	0-5-0	175-15-0	27-5-1
25	2nd quality note paper	124-10-0	0-5-0	124-15-0	18-15-1
26	Combined Envelopes	70-10-0	—	70-10-0	70-0-1
27	Type writing paper thick	1,184-7-21	796-1-11	1980-9-7	1480-5-1
28	— do — thin	538-13-24	1237-9-23	1776-3-22	1729-7-20
29	— do — Carbon paper	118-15-6	61-16-3	180-11-9	175-1-1
30	pen Carbon paper	8-16-23	10-1-0	18-17-23	18-5-0
31	pencil Carbon paper	10-14-23	20-1-23	30-16-21	30-19-5
32	Latimer Creamlaid Sl f'Cap	36-10-0	—	36-10-0	30-16-0

			Rs. a Ps		
6-19-16	17-5-6	0-5-14	1-15-5		
11 1 2	3-6-3	5-15-17	55-7-4		
11 0	0-0-20	1-13-3	4-10-3		
92-12-11	892-14-18	0-2-7	10-13-1		
823-4-12	25-9-6	2-4-9	23-9-0		
76-13-24	79-14-2	3-0-3	42-4-6		
8-13-9	5-8-10			3-4-24	36-8-0
89-8-14	98-10-7	9-1-18	10-2-0		
9-4-22	16-3-0	6-18-3	39-6-6		
30-9-9	28-5-8			2-4-1	37-10-7
32-15-2	31-10-0			1-5-2	7-9-9
17-13-12	38-4-4	43-7-21	3-13-5	83-2-4	
19-9-9	18-0-0			1-9-9	8-15-9
24-19-24	8-0-0	1-0-0	1-1-0		
1,100	10-9-2			8	0-6-0
14-0-2	11-8-3			2-13-3	12-8-0
31,177	24,210			6967	279-0-0
15-3-8	213-4-11	0	1-15-0	1-18-21	20-11-0
1,000	2,414	1,414	33-9-4		
7-16-16	7-16-14		0	0-0-2	0-1-0
9-12-14	7-12-14	0	0	2-0-0	34-12-0
58-6-10	66-5-16	7-19-6	177-1-8		
22-12			10	2-2-12	5-5-0
148-9-24	197-15-0	49-5-1	123-2-1		
105-19-24	160-10-0	54-10-1	36-4-1		
0-9-24	0-9-15		0	0-0-9	0-0-9
500-4-6	478-11-14		15	21-12-17	23-11-0
46-16-2	41-13-8			5-2-19	4-5-9
5-10-8	0-9-15			5-0-18	62-5-6
0-12-23	0-17-1	0-4-3	4-9-4		
	0-0-7	0-2-16	4-2-4		
5-14-0	5-13-8			0-0-17	0-2-10
			734-5-3		534-0-11

33	Type writing paper Sl fcap thick	155-10-17	—	155-10-17	3-0-0
34	——do—— thin.	156-19-24	—	156-19-24	151-12-16
35	Kraft paper Quad Demy 80 lbs	0-0-0	31-1-0	31-1-0	20-7-15
36	——do—— Sl Demy	12-14-16	115-10-0	128-4-16	115-8-17
37	Manilla paper Sl Demy	4-0-0	—	4-0-0	4-11-6
38	——do—— Quad Demy				
39	Azurelaid Royal Country 44 lbs	172-4-1	59-0-0	231-4-1	58-12-12
40	—do— medium 32 lbs	134-0-0	105-0-0	239-0-0	159-8-14
41	Conqueror Azurelaid Royal 44 lbs	26-13-22	—	26-13-22	19-15-14
42	Azurelaid Sl fcap 26 lbs	13-0-0	1487-10-0	1500-10-0	750-18-22
43	—do— Sl Demy 44 lbs	269-13-0	—	269-13-0	202-14-15
44	——do—— Sl Demy 22 lbs	250-0-0	—	250-0-0	50-0-0
45	—do— fcap 15 lbs	299-3-19	367-10-0	666-13-19	672-0-22
46	Creamlaid fcap (Draft) 10 lbs	56-17-7	9901-10-0	9958-7-7	7399-10-15
47	—— do —— 16 lbs	149-10-12	547-0-0	696-10-12	508-0-0
48	Brown Cartridge Sl fcap 18 lbs	146-17-10	250-0-0	396-17-10	374-12-1
49	—do— Royal 30 lbs	944-16-20	1106-19-18	2051-16-13	1225-0-21
50	Badamy Sl Demy 28 lbs	1896-0-15	3023-0-0	4919-0-15	1274-8-5
51	—do— Demy 14 lbs	4931-7-19	5509-9-7	10,440-17-1	1125-5-14
52	—do— Sl fcap 16 lbs	879-0-0	5157-0-0	6036-0-0	515-9-16-6
53	—do— Royal 16 lbs	26-0-0	686-0-0	712-0-0	688-15-14
54	—do— Sl fcap 37 lb	67-10-11	125-0-0	192-10-11	044-7-2
55	—do— Cartridge Demy	650-15-5	377-10-0	1028-5-5	52-6-19
56	—do— Cartridge fcap	56-2-13	57-0-0	113-2-13	46-4-23
57	printing Sl Crown 28 lbs	201-5-0	431-0-0	632-5-0	374-8-6
58	—do— Royal 23 lbs	405-10-0	1021-0-0	1426-10-0	1371-16-1
59	—do— Sl Demy 136 lbs	247-13-20	5377-5-0	5624-18-20	175-2-13-23
60	—do— —do— 48 lbs	33-17-5	—	33-17-5	19-2-0
61	—do— —do— 48 lbs (Archl)	38-1-11		38-1-11	—
62	—do— —do— 35½ lbs	353-0-0		353-0-0	30-7-15
63	—do— Sl fcap 20 lbs	148-0-0	5499-0-0	5647-0-0	5098-3-10
64	—do— —do— 16 lbs	246-11-0	6219-10-0	6466-1-0	4796-10-3

					6-11-0	11-8-0
					36-2-8	8-2-2
					77-6-7	12-13-2
					366-11-8	73-3-21
					736-12-4	99-18-10
					1-4-6	0-6-0
					189-6-8	106-19-13
					3-2-8	0-18-20
					1191-2-9	302-10-10
					1,434-0-3	170-11-5
					212-5-4	60-7-20
					1855-2-9	999-15-9
					78-10-01	191-4-18
					8-14-2	07-12-0

65	printing Sl foap 16 lbs Rough.	2680-0-0	1262-15-0	3942-15-0	3466-19-21
66	Coloured paper Sl foap	1431-4-4	672-0-0	2103-4-4	516-4-6
67	— — do — Sl Crown	12-18-3		12-18-3	4-19-19
68	Waltman's Drawing paper Sl Elephd.	3-3-6		3-3-6	1-10-17
69	— do — Single	2-19-14		2-19-14	1-3-9
70	Tracing paper.	8-10-9	5-4-0	13-14-9	7-10-3
71	Chequered foolscap	15-18-13	574-0-0	69-15-13	64-4-14
72	Drawing Section paper	9-11-2	5-4-10	14-15-12	3-1-16
73	parchment.	0-0-7		0-0-7	
74	Census Badamy Demy 24 lbs.	7-10-0	—	7-10-0	
75	Rotary Impression paper.	403-18-12	476-17-9	880-15-21	230-2-10
76	J. W. Stencil paper.	15-6-4	23-9-17	38-15-21	12-18-10
77	H. W. Stencil paper.	9-0-21	9-0-0	18-0-21	5-16-5
78	Imperator parchment paper	0-1-2	0-0-15	0-1-17	0-0-15
79	White Bond paper 22 lbs.	4-12-14	2-10-0	7-2-14	2-9-13
80	Coloured Bond paper	7-2-12	—	7-2-12	
81	Badamy Single foap 8 lbs.		724-0-0	724-0-0	228-15-11
82	Mysore Bond paper Note paper	—	2000	2000	150-0-0
83	— do — Envelopes.		2000	2000	150-0-0
84	Heliotope Bond paper		42-10-0	42-10-0	16-6-3
85	Castle Drawing paper S. 226	107-7 1/8	54-0	161-7 1/8	62-0
86	— do — S. 227.	160-11 1/4	54-0	114-11 1/4	7-7-6 1/2
87	Superfine Antique Vellum note paper	—	—		
88	O.T.M. Note paper	4800	—	4800	
89	Superfine Antique Envelopes	3750	—	3750	
90	O.T.M. Envelopes engraved	350	—	350	
91	— do — Covers Big	2400		2400	
92	Opaque printing paper		50-0-0	50-0-0	10-0-0
93	— do — Covers Small	—	4000	4000	
94	— do — do — Big	—	4000	4000	
95	Imitation Art paper Sl Crown	10-0-0		10-0-0	
96	Club cloth Lined Paper	402		402	

475-15-4	355-12-2			120-3-2	330-6-8
1586-19-23	1509-9-0			77-10-23	186-6-0
7-18-19	~~8-8-14~~ 8-8-14	0-9-20	2-2-9		
1-12-14	1-12-0			0-0-9	11-2-11
7-16-[illegible]	8-14-[illegible]			0-1-21	14-9-1
[illegible]	9-5-[illegible]	1/2-1-0	0-8-[illegible]		
5-10-24	23-2-[illegible]			0-8-1	0-12-9
21-13-11	11-12-[illegible]			0-1-5	1-12-7
0-0-7	9-[illegible]			[illegible]00	0-1-6
7-10-0	0-10-[illegible]		10		
650-13-11	624-14-5			25-19-6	38-14-6
26-2-11	[illegible]34[illegible]-11	0-9-8	228-2-3		
12-4-16	12-[illegible]-0	[illegible]-9-0	2-9-2		
[illegible]02	[illegible]-2	[illegible]			
[illegible]-13-[illegible]	[illegible]2-[illegible]			2-8-17	14-1-1
12-2-12	[illegible]-6-14			0-15-20	3-7-2
	[illegible]-8-0	735-13-11	[illegible]-12-0		
5.00	[illegible]	—			
500	[illegible]				
36-3-22	39-[illegible]-20	[illegible]-9-23	30-10-0		
9.9-1 1/8	[illegible] 1/4			6-12 3/8	43-12-0
37-4 3/4	[illegible]	12-7 1/4	94-[illegible]-7		
0	3-13-8	[illegible]-13-[illegible]	[illegible]-2-0-0		
[illegible]-0-0	20-[illegible]-0	10-[illegible]-0	224-12-7		
375.0	375.0				
350	[illegible]	3920	[illegible]-0-0		
2400	16.00			800	56-0-0
40-0-0	39-[illegible]-0			1-0-0	7-12-3
4000	4049	[illegible]	1-0-0		
4000	4000				
	6-4-0	Transferred to Item No. 9.			
402	402				
			1639-14-4		709-2-6

97	"From" Registers.	250	1849	2099	1807
98	"To" Registers.	600	848	1448	1434
99	printing foap 2 qrs Books.	826	1501	2327	1881
100	— ~~dot~~ Quarto qr=—	1268	1503	2771	2194
101	—— do —— Octavo ½ qr.=—	920	1523	2443	2353
102	Stationery Issue Book.	762	1	763	535
103	—— do —— Receipt Books	635	8	643	485
104	Forms Issue ½ =—	483	1	484	479
105	— do — Receipt ——	195	3	198	199
106	Taluk Issue Books	10	—	10	9
107	—— do —— Receipt ——	—	—		
108	File Books. ½ qr.	5740	533	10973	10555
109	Sealing wax Country	7095 lb	4300 lb	11395 lb	1606 lb
110	— do — Superior.	6703 Stick	10049	16752	6889
111	Steel pen nibs (ordinary)	1547—6	1870—10	3417—16	1254 3—93
112	Relief Nibs	14—90		14—90	10—72
113	Ball pointed nibs Grey	18—88		18—88	
114	—— do —— "Silf."	22—0		22—20	2—10
114a	Waverly Nibs	21—0		21—0	
115	Joseph Gillotts. Super Reservoir Nibs	—	10—12	10—12	0—2
116	Ball pointed Camel Reservoir nibs no 1171	—	10—12	10—12	2 [illegible]
117	Nib Holders	792	19205	19997	18358
118	Needles.	4609	17	4626	3929
119	White tape English	7927	13101	2098	1207
120	Red tape English	1838		1838	609
121	Blue tape English	60		60	258
122	White tape Country	113—6		113—6	15—8 ~~97—14~~ 1900
123	Red tape Country	55—10	52—1	107—11	~~107—7~~
124	Thread White	3413	750	4163	3781
125	Candles.	6830	10179	17009	14863
126	Black ink powder.	3235	2973 ½	6108 ½	4411 ⅔
127	Red ink powder.	2066 ⅔	10 ⅔	2077 ⅓	2025 5/6
128	Black lead pencils	32125	43382	75507	29503

				43	38-14-0
				10	8-3-8
				22	3-8-10
			1-8-0		
				5	2-8-0
				1	0-8-0
				18	20-4-0
				13-26	15-13-9
				3-116	9-9-9
				6-0	28-8-0
				0-12	0-11-0
				0-12	0-11-0
				207	8-9-1
				8	0-2-0
				2-9	3-8-3
				47	11-12-0
				39	10-5-6
			215-9-0		15-9-0-10

129	Coloured pencils (Red & Blue)	3038	1448	4486	1701
130	Copying pencils	1879	1440	3319	1457
131	Blotting pads	347	403	750	372
132	Thablak thread	209 ½	1385 ¾	1595 ¼	1424 ½
133	India Rubber	1008	2015	3023	2074
134	pen knives, Rodgers'	7	253	260	186
135	Scissors	188	2	190	153
136	Green Baize ordinary — yds	266 ½	230	496 ½	441 ½
137	— do — Superior	11	47	58	14
138	Ink glasses	198	758	956	1534
139	Oval ink bottles	286		286	188
140	Candle Sticks	73	13	86	33
141	Wooden ink Stands	77	103	180	147
142	Officers ink Stands	24	54	178	30
143	Rulers Bakelite Ink Stains		150	150	145
144	Rulers	35	101	136	66
145	Finger printing plates	37	1	38	15
146	— do — Ink Boxes	1120	1	1121	16
147	— do — Rollers	79	1	180	23
148	T. W. Ribbons Remington	4950	1128	6078	3263
149	— do — Oliver	1587	93	1680	436
150	— do — Underwood	739	225	964	653
151	— do — L. C. Smith	2	239	241	119
152	— do — Corona	61		61	12
153	— do — Royal	43		43	18
154	— do — Wood Stock	132	36	168	97
155	Wafer Seals	21		21	—
156	Hones	13	0	13	—
157					
158	paper weights	36	112	148	107
159	Drops	26		26	
160	Letter Scales	18		18	
161	Erasers	7		7	
162					

2785	2767			18	0-13-6
1962	1896	14	0-10-10		
378	380	2	6-0		
170-12	214-13	44=1	22-7-10		
2949	963	86	87-3		
74	110	36	54-0-0		
37	56	19	26-11-6		
55	43			12	23-10-0
44	42¼			1¾	7-3-6
422	362			60	4-6-0
98	98			2	0-0-10
53	53				
33				33	22-11-0
48	38			10	8-2-0
5	3			2	1-8-0
70	42			28	11-6-0
23	20			3	7-11-0
1105	1103			2	0-6-0
57	54			3	1-8-0
2815	2893	78	52-6-8		
1244	1361	117	82-14-0		
311	263			48	36-0-0
122	126	4	2-13-4		
49	44	9		5	3-8-8
25	8			17	12-0-8
71	77	6	4-4-0		
21	21				
13	13				
349	338			3	0-9-0
26	26				
18	18				
7	17				
			252-1-10		141-8-2

161	Gem Clips.	9-31	12-0	21-31	30-12
162	Cotton tags	37,921	93,100	1,31,021	1,10,911
163	liquid gum bottles	187	251	438	289
164	glog Bottles	125	50	175	119
165	long Cloth Superior.	313	—	313	209
166	— do ordinary	3,377	2840	6,217	3,693
167	Sheep Skin	224	40	264	264
168	Straw Boards 2 lb	1,250	6,305	7,555	4,037
169	do 1½ lb	4,053	1,875	5,928	6,686
170	do 1 lb.	8,057	13,460	21,517	8,738
171	do ½ lb.	3,484	12,130	15,614	4,530
172	paste Boards.	1,800	4,920	6,720	1,445
173	Three sheet Card boards.	3,453	32,400	35,853	21,445
174	Coloured Boards.	6,027	900	6,927	7,612
175	Cloth lined paper.	276		276	52
176	Ink wells, Refills.	118		118	—
177	Blue-Black ink jars	692	200	892	390
178	Ivory Boards.	521	613	1,134	178
179	Large Ivory Cards.	5,075		5,075	1,200
180	Large Ivory Envelopes	4,850	250	5,100	2,400
181	Envelopes chit	49,959	25,250	73,209	80,954
182	do Demy	3,133	6,000	9,133	11,476
183	do Foolscap.	7,107	6,000	13,107	14,436
184	White-phata Envelopes	—	500	500	
185	paper fasteners	24,690		24,690	1,526
186	Tracing Cloth.	3,656	128	3,784	3,438¼
187	Mapping pens.	979	60	1,039	1,122
188	Ink & pencil Erasers.	505		505	616
189	Metallic note Books	23	72	95	67
190	Sponges.	30	1	31	30
191	Drawing pencils	3,488	—	3488	1,586
192	do pins.	1,372	612	1,984	814

1-19				1-19	0-3-8
20,110	16,703			34·7	8-11-4
149	150	1	0-9-0		
56	55			1	0-5-8
104	76			28	7-0-0
2,523½	2,594½	71	9-16-9		
—	—				
3518	3,624	106	32-0-4		
784	784	1,542	353-6-0		
12,779	13,221	442	59-13-8		
11,084	9,256			1,828	123-12-4
5275	2,507			2768	129-12-0
14,408	15,135	727	529-7-0		
8315	8,354	3039	179-5-9	~~25~~	~~3-14-6~~
224	199	1	1	25	3-14-6
118	118				
502	499½			3½	5-4-0
956	668	8	11	288	63-5-9
3,775	5,475	1,700	29-12-0		
2,700	2,023			677	5-12-10
—	—	6,745	29-8-2		
16	2,188	4,531	56-10-2		
1	568	1,897	14-3-8		
500	500	—			
23,264	23,328	64	0-3-0		
345¾	182	1		163¾	274-10-0
	50	133	7-5-3		
1	1	110	51-9-0		
28	27			1	1-8-10
1	1				
1902	1,914	12	0-5-6		
1170	1,182	12	0-5-4		
			1,374-8-1		624-4-11

193	Artists glasses	59	1	60	29
194	Saucers "	6	21	27	23
195	Sable hair Brushes	370	1290	660	382
196	parallel Rules Brass	5		5	—
197	Boxes of Mathematical Instruments	2		2	—
198	Stencil Ink	41	1	41	26
199	do Brushes	81		81	5
200	Brown Ochre	40		40	13
201	Burnt Sienna	20	36	56	31
202	Burnt Umber	44	36	80	34
203	Carmine	56		56	9
204	carmine Lake	53	24	77	18
205	Crimson Lake	72	62	134	73
206	Cobalt	28	38	66	40
207	Emerald "green	19	60	79	32
208	French Ultramarine	48		48	16
209	Flake White	37	12	49	42
210	Gamboge	42	62	104	52
211	Indian Ink	78	72	150	109
212	Indigo	70		70	20
213	Indian Red	32		32	15
214	Litho Ink fine. Light Red	51		51	31
215	Madder. Litho Ink fine	1	61	62	36
216	Madder	44	2	46	8
217	Neutral Tint	15	26	41	21
218	Orange	55		55	11
219	prussian Blue	22	62	84	37
220	purple	38		38	9
221	Raw Sienna	25	12	137	18
222	Sepia	36		36	75
223	Scarlet Lake	101		101	11
224	Vermillion	52	38	190	441
				18	

31	31				
54	57	3	0-8-4		
288	277	1	00	1	0-4-2
5	5				
21	21				
25	0025		0-0		
76	74			2	0-14-8
27	28	1	0-9-8		
25	24				
46	44				
47	47				
59	60	1	0-12-0		
61	59				0-12-0
26	26				
47	47	1			
32	32				
7	7				
52	52				
41	40			1	0-8-0
50	50				
17	16			1	0-7-0
20	20				
26	26				
38	38				
20	20				
44	44				
47	48	1	0-6-0		
29	28			1	0-11-4
19	19				
21	21				
90	90				
46	47	1	0-12-0		
			8-15-6		4-11-2

225	Venetian Red	87		187	12
226	yellow ochre	40	12	52	33
227	Payne's Grey	60	12	72	10
228	Shorthand Note Books	234	2543	2777	1579
229	~~Do~~ Pencils	766	746	1512	1479
230	Manilla Covers	2000		2000	
231	Cyclostyle Ink tubes	702	248	950	453
232	Nickel Plated Blotting Pads	2		2	1
233	Cyclostyle Ink tube Claims make	=	—	18	6
234	Imperator Parchment Papers	1		1	1
235	Azuelaid Royal Books	15		15	
236	Finger Printing Sets (Thumb impression)	790	700	1490	943
237	Stanley's Blakbyn Printing Paper	—	2	2	2
238	Pelican Dry Ink Black	—	2	2	2
239	Stookeis Green No. 1.	—	1	1	1
240	~~Do~~ No 2	—	1	1	1
241	White Twine Balls	—	102	102	102
242	Bengal Twine Balls	—	102	102	102
243	Stephen's Red Ink Jars	—	2	2	2

P.T.O

19	19			
62	62			
2282	3112/9			
238	100%	62	7-1-2	
2000	2000			
497	496			
1	1			
154	14			
547	449			
—	—			
—	—			
—	—			
—	—			
—	—			
			7-1-2	

Statement of Interchangeable items.

Name of Paper or article	Excess	Cost	Deficiency	Cost
Art Paper Dl. Crown	3-0-3	42-4-6		
—Do— Dl Royal			3-4-24	36-8-0
Art Covers Paper Royal			204-1	37-10-7
—Do— Demy			1-5-2	7-9-9
—Do— Dl. Crown	5-3-17	83-2-4		
Baskerville Envelopes	1414	33-9-4		
Carrara "			69.69	279-0-0
Ordinary Blotting Paper	7-19-6	77-1-8		
Asoka "			2-0-0	34-12-0
Pen Carbon Papers	0-4-3	6-9-4		
Pencil —Do—	0-2-16	4-2-4		
T. W. Carbon Paper			5-0-18	62-5-6
Printing Dl. Demy 36 lb.	98-9-24	627-15-0		
Azurelaid Dl. Demy 44 lb			66-18-10	736-13-4
Draft Foolscap 16 lb	1-19-13	3-14-0		
— Do — 10 lb			606-19-3	189-6-8
Badamy Dl. F'cap 16 lb	348-0-13	783-1-1		
Badamy Single F'cap 8 lb (735 ream = 367-10-0 in 16 lb)		827-12-0		
Printing Dl. F'cap 16 lb			664-15-9	1,885-2-6
Badamy Cartridge Dl F'cap 37 lb	5-17-19	30-10-0		
— Do — F'cap 25 lb			13-6-6	66-0-4
Colour Paper Dl. Crown	0-9-20	2-2-9		
—Do— Dl F'cap			77-10-23	186-6-0
Castle Drawing Paper S. 227	12-7¼	94-5-7		
—Do— S. 226			6-12 3/8	43-12-0
Memoney Issue Book	3	1-8-0		
—Do— Receipt "			5	2-8-0
Ball pointed Nibs Grey	3-0	14-4-0		
—Do— Gilt			6-0	28-8-0

Name of Paper or article	Excess	Cost	Deficiency	Cost
Badamy Demy 14lb	68-14-12	125-2-8		
—Do— D. Demy 28lb			302-10-10	1191-2-9
Red Tape Country	0-4-0	0-6-6		
White Tape "			2-9	3-8-3
Black Ink Powder	36	13-8-0		
Red Ink Powder			39	10-5-6
Copying Pencils	14	0-10-10		
Coloured "			18	0-13-6
L.C. Smith Ribbons	4	2-13-4		
Corona "			5	3-8-8
Woodstock Ribbons	6	4-4-0		
Royal "			17	12-0-8
Large Ivory cards	1700	29-12-0		
Ivory Boards			288	63-5-9
Straw Boards 1lb	442	59-13-8		
—Do— ½ lb			1828	123-12-4
	Total Rs.	2,878-12-11		4,975-0-1

Excess	Deficiency
734-5-2	534-0-11
3825-8-8	6885-14-9
1639-14-4	709-2-6
215-9-0	159-0-10
252-1-10	141-8-2
1374-8-1	624-4-11
6-15-8	4-11-2
7-1-2	102-15-6
8,055-15-11	9,161-10-9
2,878-12-11	4,975-0-1
5,177-3-0	4,186-10-8

Deduct value of Interchangeable items as per Statement above

Net Excess — Rs. 990-8-4

Superintendent 21/6/40

25

Appendix F G—1]

SUBJECT. results of stock-taking of papers and articles in the Stationery Stores as on 2.1.1940.

Section P.S

File No. 114-39

Serial No. 2

Diary No. of letter replied to.....

No. A7812

General and Revenue Secretariat

( )

the *19*

To The Suffolk Local Sec.

Sc.:

Date of issue 3-8-40

Signed by Mr CSS Char

With ref. to your letter No. S 4172 of 20.6.1940 on the above subject and requesting sanction for taking the excesses to stock and to write off the deficiencies as per statement enclosed therewith, I am directed to invite attention to your letter No. S 4148 of 13.6.1939 stating that the checking of some important items

List of enclosures.....

7

Copied by .....

Examined by.....

was ~~been~~ Commenced during ~~the~~ the Calendar
1939 the difference between
year and that the checking of
the book balance and the actual
~~cash on hand~~ cash ~~has been~~
block ~~should be~~ reconciled
~~Commenced during that year~~

and that the Checking will be
done regularly during the
Calendar 1940
~~Fiscal~~ year ~~1939 etc~~ and
as
to inquire whether ~~the~~ promised
~~the~~ check ~~regularly~~ regularly has been
Carried out and if not,
~~why not~~.

I have &c
by
Jno Rees Esq.

25

Appendix F G—1]

SUBJECT. Results of Stock-taking of papers and articles at the Stationery Stores as on 2.1.1940.

Section P.S

File No. 114-39

Serial No. 2

Diary No. of letter replied to

No. A7812

General and Revenue Secretariat

( )

the *19*

To The Suffolk Local Sec.

Sir:

Date of issue 3-8-240

Signed by Mr CSS Char

With reference to your letter No S 4172 of 20.6.1940 on the above subject and requesting sanction for taking the excesses to stock and to write off the deficiencies as per statement enclosed therewith, I am directed to invite attention to your letter No S.4148 of 13.6.1939 stating that the checking of some important items

List of enclosures

7

Copied by

Examined by

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE

General and Revenue Secretariat.

Dated, Bangalore, 30 August 1940.

No. A7 812
DPS 114-39-2

FROM

The Secretary to the Government of His Highness the Maharaja of Mysore.
Development Depart

To

The Superintendent,
Government Stationery,
Bangalore.

Sir,

Subject:- Results of stock taking of papers and articles in the Stationery Stores as on 2nd January, 1940.

With reference to your letter No.S.4172 dated 20th June 1940 on the above subject and requesting sanction for taking the excesses to stock and to write off the deficiencies as per statement enclosed therewith, I am directed to invite attention to your letter No.S.4148 dated 13th June 1939 stating that the checking of some important items was commenced during the calendar year 1939 and the difference between the book balance and actual stock would be reconciled and that the checking will be done regularly during the calendar year 1940 and to enquire whether as promised the check has been carried out regularly and if not, why not.

I have the honour to be,

Sir,

Your most obedient servant,

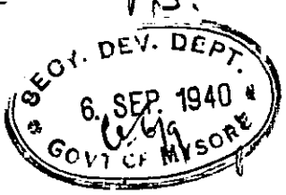
C. S. Srinivasa Rao.

Secretary to Government
Development Department

NDA.2

No. S 487.
Encls.

145.



28

OFFICE OF THE SUPERINTENDENT, Sty.
GOVERNMENT ~~PRESS~~ IN MYSORE,
Bangalore, dated 2nd September ..... *1940*.

FROM

P & S 114-39-3

B. KRISHNASWAMY CHETTY, ESQ., B.E., A.R.P.S., M.A.S.M.E.,
SUPERINTENDENT, GOVERNMENT ~~PRESS~~ Sty.,
BANGALORE.

for

To

CHARLES E. NORONHA, Esq., M.A.,
Secretary to Government,
Development Department,
BANGALORE.

SIR,

With reference to Government letter No. A.F.812/P & S 114-39-2 dated 3-8-40 enquiring whether the checking of some important items commenced during the calendar year 1939 has been carried out regularly, I have the honour to state that on account of inadequacy of ~~the~~ staff in ~~of~~ the Depot, the accounts were in arrears and it was not possible to conduct the monthly checking regularly every month before the accounts were brought up-to-date. Inspite of the careful compilation of the accounts and the scrutiny of the figures, certain differences used to crop up and much time was being wasted in examining the entries and rectifying the accounts. In order to improve the accounts & reconcile the differences readily, two sets of accounts have now been maintained, one in the stores and the other in the Accounts Section from April 1940 so that the accounts and actuals may be tallied every month and certain items test-checked within the 8th of every month. The accounts have been brought up-to-date. The test-checking has been conducted this month and the differences set right. Previously, another checking was arranged for in April. Now that the account has been brought up-to-date and definite arrangements have been made to arrive at balances every month, the test-checking will be done regularly in future and the differences minimised. For reasons already given in this office letter No. S4172 dated 20-6-1940, I request sanction of Government for adjusting the differences occurring during the last

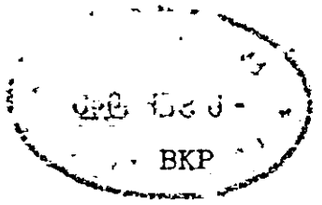
P.T.O.

nnual stock taking.

I have the honour to be,

Sir,

Your most obedient servant,



SUPERINTENDENT. 2/9/40.

G. R. S. App. F VI—G 2]

SUBJECT 30

.....

.....

Diary No. of letter replied to.....

Section P T S

File No. 114 - 39

Serial No. 4

General and Revenue Secretariat

( )

the *193* .

Proceedings of the Government of His Highness the Maharaja of Mysore.

Date of issue 8-11 1939

Read—

Correspondence ending with letter No. S. 487 dated 2nd September 1939 from the Superintendent, Govt. Stationery, Bangalore, submitting a statement showing the result of Stock-taking of the Stationery Stores as on 2nd January 1939

Signed by ..... Mr ..... C.S. .....

May this be—

(i) printed?

(ii) treated as a standing order?

(iii) published in the Gazette, English Part?

(iv) translated?

(v) placed at the disposal of the press?

(vi) published in the Gazette, Kannada Part?

Order thereon.—No.

Recorded.

2. Sanction is accorded, in the circumstances explained, to take the excesses amounting to Rs. 5177-3-0 to stock and to write off the deficiencies of the value of Rs. 4186-10-8

for Secy to Govt.

To

The Supdt. Govt Stationery

" Comptr to Govt.

List of Enclosures

Copied by DEF 3 3/4/40

Examined by

WD 0279—GPB—23,500—14-4-38

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS
THE MAHARAJA OF MYSORE.

3)

Read:—

Correspondence ending with letter No.S.487, dated 2nd September 1940, from the Superintendent, Government Stationery, Bangalore, submitting a statement showing the result of stock-taking of the Stationery stores as on 2nd January 1940.

—

ORDER No. AJ 2571-72/pds 114-39-4

Dated, Bangalore, 8th November 1940.

Recorded.

2. Sanction is accorded, in the circumstances explained, to take the excess amounting to Rs.5,177-3-0 to stock and to write off the deficiencies of the value of Rs.4,186-10-8.

(sd) C. D. Srinivasa Char

for Secretary to Government,
Development Department.

To

The Superintendent, Government Stationery, Bangalore.
The Comptroller to Government of Mysore.

Tsn/3.